



# Program Review and Inquiry Tools

## Capabilities: (by year and term)

- ❖ Enrollment trends
- ❖ Faculty workload
- ❖ Course success
- ❖ Course success for targeted groups
- ❖ Enrollment distribution by student demographics
- ❖ Success rates by gender, age, and ethnicity


# Disaggregation – Course Level

- ❖ College
- ❖ Division
- ❖ Department
- ❖ Course
- ❖ Subject
- ❖ Online status


# Disaggregation – Student Level

- ❖ Demographic characteristics (age, ethnicity, etc.)
- ❖ New or continuing students
- ❖ Accounting method (daily census, independent lab, etc.)
- ❖ Special student populations (DSPS, Foster Youth, etc.)
- ❖ Participation in special programs (VIDA, FYE, Umoja, etc.)
- ❖ Custom created cohorts can be uploaded and tracked through the Manage Cohorts feature.


# A Visual Guide Through the Program Review Tool



**Foothill College**  
Upgrade. Advance.



**DeAnza College**

 **Secure Login**

**Campuswide ID:**

**Password:**

MyPortal is your secure gateway to a variety of online services


[What is my campuswide ID?](#)  
[I don't know my password.](#)

**What's Inside?**

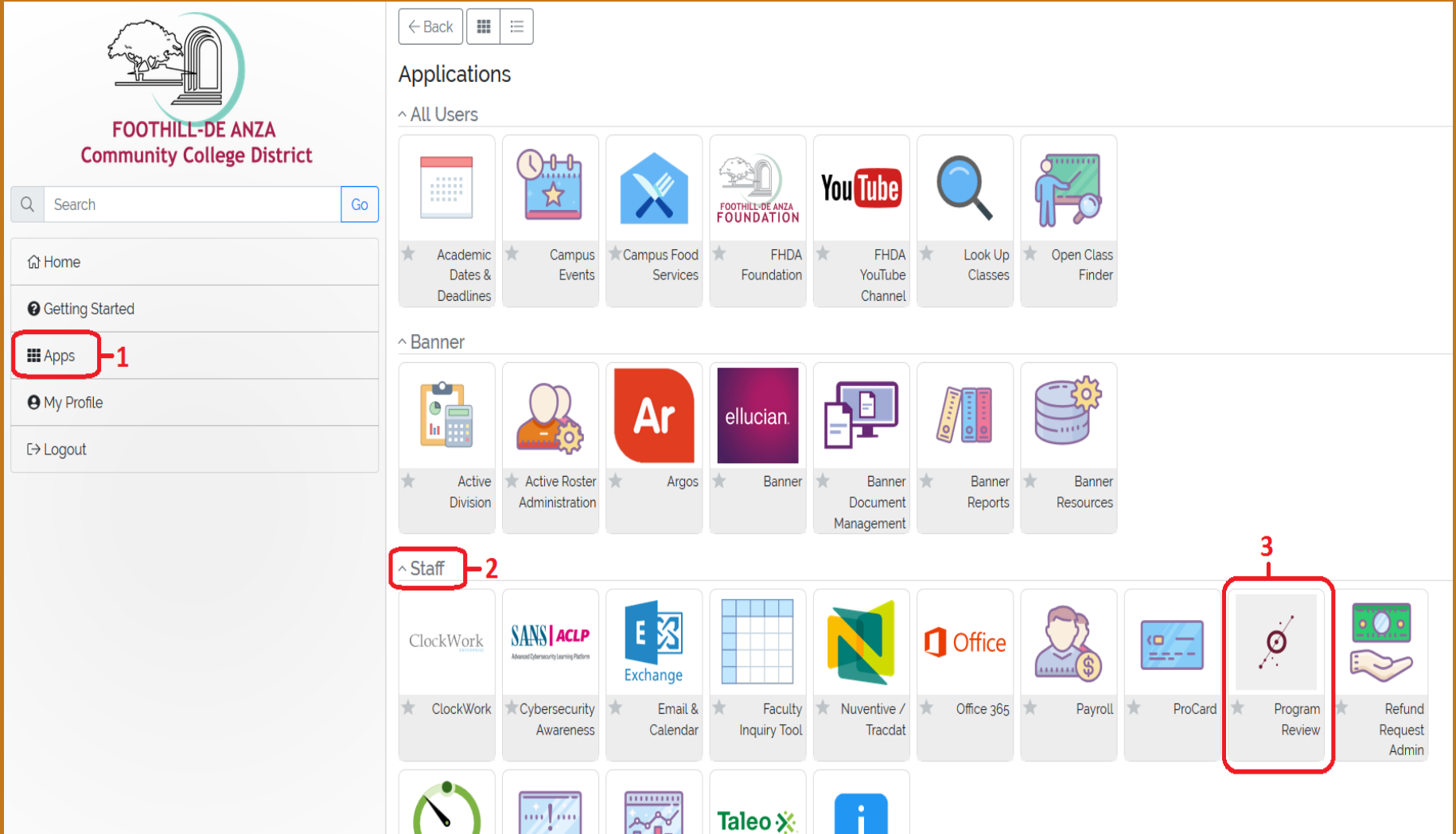
- Academic Records
- Account Balances
- Class Rosters
- Financial Aid Status
- Grades
- Personalized Announcements
- Placement Test Results
- Registration Tools

**First Time Logging In?**  
See the [First-time Login Guide](#) for

 **Having problems?**  
Go to the [MyPortal FAQ page](#)

 **Guest Parking**  
Guest parking is available for those

# Access



**FOOTHILL-DE ANZA Community College District**

Search [Go]

- Home
- Getting Started
- Apps -1**
- My Profile
- Logout

**Applications**

^ All Users

- Academic Dates & Deadlines
- Campus Events
- Campus Food Services
- FHDA Foundation
- FHDA YouTube Channel
- Look Up Classes
- Open Class Finder

**Banner**


- Active Division
- Active Roster Administration
- Argos
- Banner
- Banner Document Management
- Banner Reports
- Banner Resources

**^ Staff -2**

- ClockWork
- Cybersecurity Awareness
- Email & Calendar
- Faculty Inquiry Tool
- Nuventive / Tracdat
- Office 365
- Payroll
- ProCard
- Program Review -3**
- Refund Request Admin

Taleo

# Home Page

Program Review Data Sheet    Other Program Review Tools    Scheduling Tool    Year Over Year Comparison    Factbook    

## FHDA Online Program Review Data Tool

Welcome to the Program Review Data Tool. The tool was designed to provide departments with standard information for analyzing trends in enrollments and course success that can be used to help assess the strength of a program.

Use the navigation tools on the left to drill down to the division, department, and course.

[Notes and Definitions](#)

FHDA DISTRICT

- ▶ FHDA District
- Multi-Unit Selection
- SPECIAL UNIT GROUPINGS







FILTER







- ✓  EDUCATION LEVEL
- ▼  ETHNICITY
- ▼  ONLINE STATUS
- ▼  GENDER
- ▼  AGE
- ▼  CAMPUS
- ▼  CREDIT STATUS
- ▼  SPECIAL COURSE TYPE

### Program Review

Enrollment Trends

	2012-13	2013-14	2014-15	3-yr %inc
Unduplicated Headcount	65,181	63,822	62,794	-3.7%
Enrollment	322,949	320,652	321,674	-0.4%
Sections	10,213	10,149	10,402	1.9%
WSCH	1,487,076	1,488,212	1,481,583	1.0%
FTEs	32,619	32,609	32,800	0.8%
FTEP	915.8	916.1	938.2	2.5%
Productivity	534	534	526	-1.4%

- EXPLORE ENROLLMENTS

- EXPLORE SUCCESS RATES

- OTHER TOOLS FOR COMPARISONS

- DISPROPORTIONATE IMPACT BY TERM

- DISPROPORTIONATE IMPACT BY YEAR

- SCHEDULING TOOLS


For more information, please contact Andrew LaManque, Associate Vice President of Instruction, Foothill College, at 650-949-7179 or [lamaqueandrew@fhda.edu](mailto:lamaqueandrew@fhda.edu).



# Program Review

- DE ANZA COLLEGE
  - FHDA District
    - De Anza College
    - Foothill College
  - Multi-Unit Selection
  - SPECIAL UNIT
  - GROUPINGS
- FILTER
  - EDUCATION LEVEL
  - ETHNICITY
  - ON-LINE STATUS
  - GENDER
  - AGE
  - CAMPUS
  - CREDIT STATUS
  - YEAR RANGE
  - MY STUDENT COHORTS
    - Sample Cohort

## FHDA Program Review

De Anza College



### Enrollment Trends

De Anza College

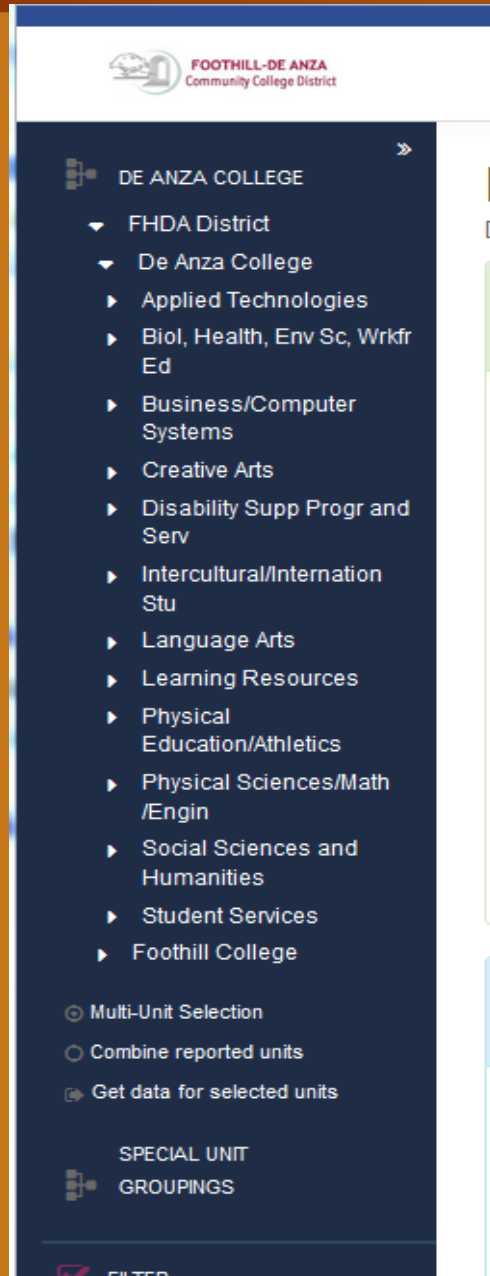
	2012-13	2013-14	2014-15	2015-16	2016-17	5-yr %Inc
<input checked="" type="checkbox"/> Unduplicated Headcount	37,900	35,764	34,445	32,921	32,259	-14.9%
<input checked="" type="checkbox"/> Census Enrollment	198,407	193,990	192,394	187,592	176,088	-11.2%
<input checked="" type="checkbox"/> Sections	6,898	6,667	6,621	6,485	6,352	-7.9%
<input checked="" type="checkbox"/> WSCH	890,088	877,551	877,668	861,437	819,625	-7.9%
<input checked="" type="checkbox"/> FTES (end of term)	19,772	19,486	19,463	19,114	18,207	-7.9%
<input checked="" type="checkbox"/> FTEF (end of term)	539.3	543.5	550.7	546.0	548.0	1.6%
<input checked="" type="checkbox"/> Productivity (WSCH/FTEF)	550	538	531	526	499	-9.4%

### Faculty Workload

De Anza College

	2012-13	2013-14	2014-15	2015-16	2016-17	5-yr %Inc
Full Time Load	199.2	199.6	196.1	190.0	204.0	2%
Full Time %	36.9%	36.7%	35.6%	34.8%	37.2%	1%
Overload	64.2	67.1	67.3	66.2	65.6	2%
Overload %	11.9%	12.3%	12.2%	12.1%	12.0%	1%
Part Time Load	276.0	276.9	287.3	289.9	278.5	1%

# Course Selection



FOOTHILL-DE ANZA  
Community College District

- DE ANZA COLLEGE
- ▼ FHDA District
  - ▼ De Anza College
    - ▶ Applied Technologies
    - ▶ Biol, Health, Env Sc, Wrkfr Ed
    - ▶ Business/Computer Systems
    - ▶ Creative Arts
    - ▶ Disability Supp Progr and Serv
    - ▶ Intercultural/Internation Stu
    - ▶ Language Arts
    - ▶ Learning Resources
    - ▶ Physical Education/Athletics
    - ▶ Physical Sciences/Math /Engin
    - ▶ Social Sciences and Humanities
    - ▶ Student Services
    - ▶ Foothill College
  - Multi-Unit Selection
  - Combine reported units
  - ▶ Get data for selected units
- SPECIAL UNIT
- GROUPINGS

FILTER

# Filters

- FILTER
- ▼ EDUCATION LEVEL
- ▼ ETHNICITY
- ▼ ON-LINE STATUS
- ▼ GENDER
- ▼ AGE
- ▼ CAMPUS
- ▼ CREDIT STATUS
- ▼ YEAR RANGE
- ▲ MY STUDENT COHORTS  
Sample Cohort

## Filter

- ▼ EDUCATION LEVEL
- ▼ ETHNICITY
- ▼ ON-LINE STATUS
- ▼ GENDER
- ▼ AGE
- ▼ DSPS
- ▼ EOPS
- ▼ CALWORKS
- ▼ FOSTER
- ▼ VETERAN
- ▼ CAMPUS
- ▼ CREDIT STATUS
- ▼ HONORS PROGRAM
- ▼ LEARNING IN COMMUNITIES (LINC)
- ▼ VIDA (S DESIGNATED COURSES)
- ▼ FIRST YEAR EXPERIENCE (FYE)
- ▼ MATH PERFORMANCE SUCCESS (MPS)
- ▼ LOW INCOME STUDENT
- ▼ NEW OR CONTINUING
- ▼ ACCOUNTING METHOD
- ▼ TERM TYPE
- ▼ UMOJA
- ▼ STEM CORE
- ▼ DUAL CREDIT
- ▼ ONLINE ONLY
- ▼ PUENTE
- ▼ REACH
- ▼ FIRST GENERATION
- ▼ YEAR RANGE

OK

Cancel


# New Features

- Cohort Manager Tool
- Retention and graduation Milestones Tracker
- Degree and certificate data
- Guided Pathways Course Subject Success Tracker
- <https://fhda.precisioncampus.com/#!/menu?menuid=1&html=app~2Fcomponents~2Fenergy~2Ffhda-main.html>

# Cohort Tracker Tool

- Gives the ability to upload multiple student cohort groups to track progress.
- Accepts spreadsheets with student IDs only when the file is in txt. or CSV format. If using Excel on Mac computers, try the following formats:
  - MS-DOS Comma Separate. (CSV)
  - Windows Formatted Text. (txt)
- Not a standard feature on the Program Review tool.
- **If you would like access, please send an email with your employee ID number to [sabawiola@fhda.edu](mailto:sabawiola@fhda.edu)**

# Cohort Tracker Tool

[Program Review Data Sheet](#)
[Other Program Review Tools](#)
[Scheduling Tool](#)
[Year Over Year Comparison](#)
[Factbook](#)


## FHDA Online Program Review Data Tool

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[Notes and Definitions](#)

**FHDA DISTRICT**

- ▶ FHDA District
- Multi-Unit Selection

**SPECIAL UNIT GROUPINGS**

FILTER


- ▼ EDUCATION LEVEL
- ▼ ETHNICITY
- ▼ ON-LINE STATUS
- ▼ GENDER
- ▼ AGE
- ▼ CAMPUS
- ▼ CREDIT STATUS
- ▼ SPECIAL COURSE TYPE

### Program Review


Enrollment Trends

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EXPLORE ENROLLMENTS

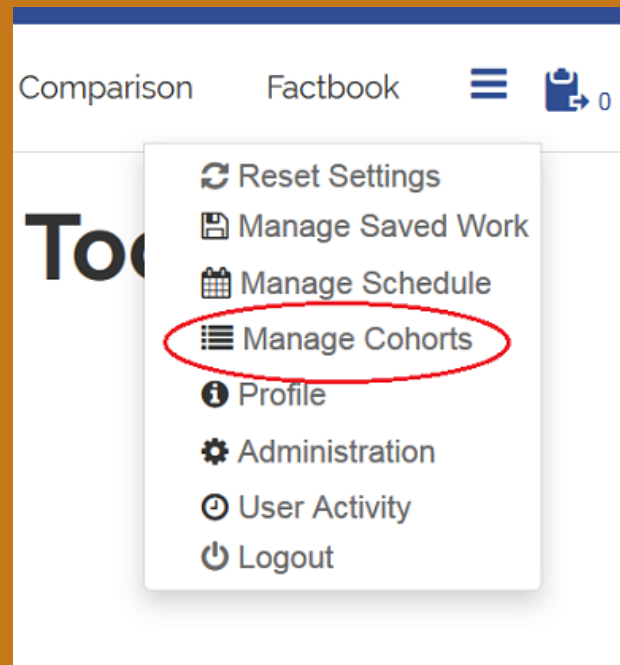


EXPLORE SUCCESS RATES

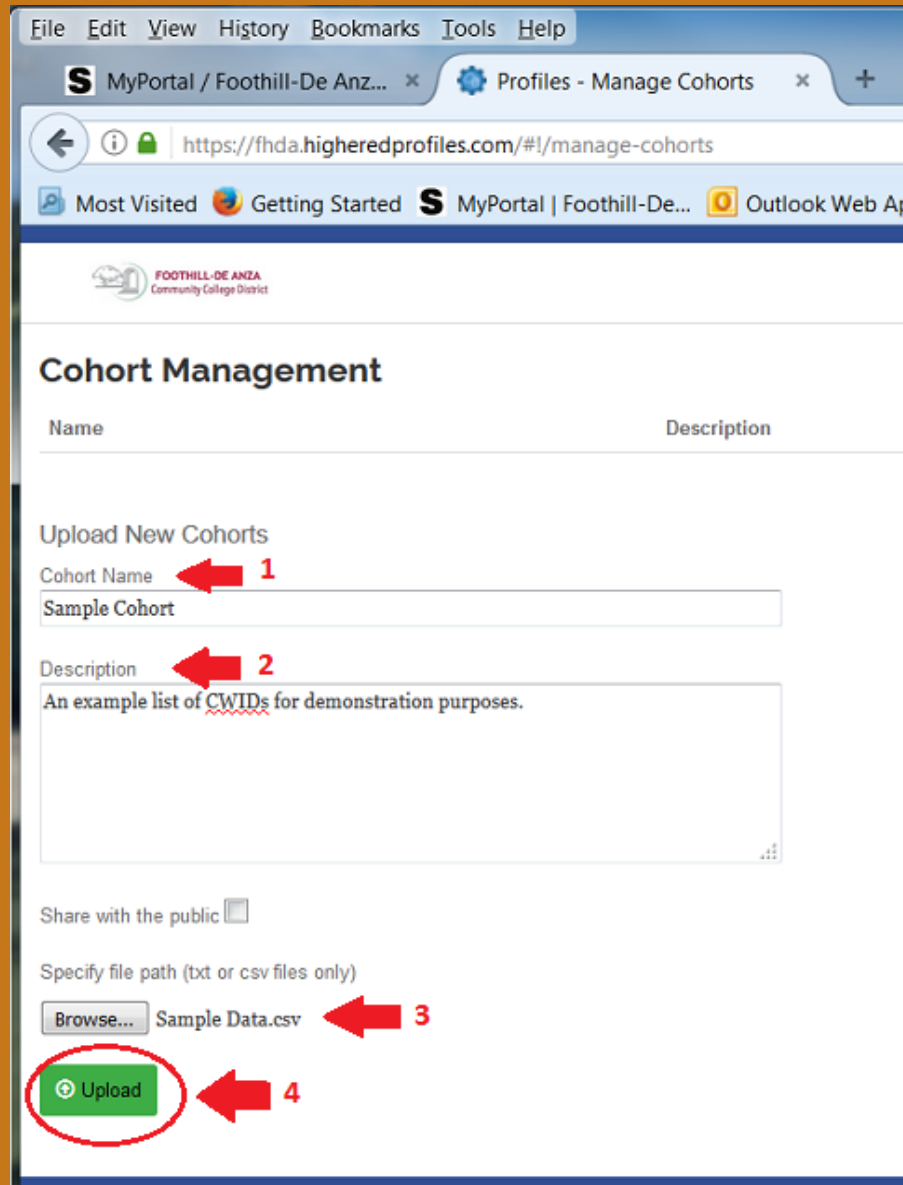




# Cohort Tracker Tool



# Cohort Tracker Tool



The screenshot shows a web browser window with the following elements:

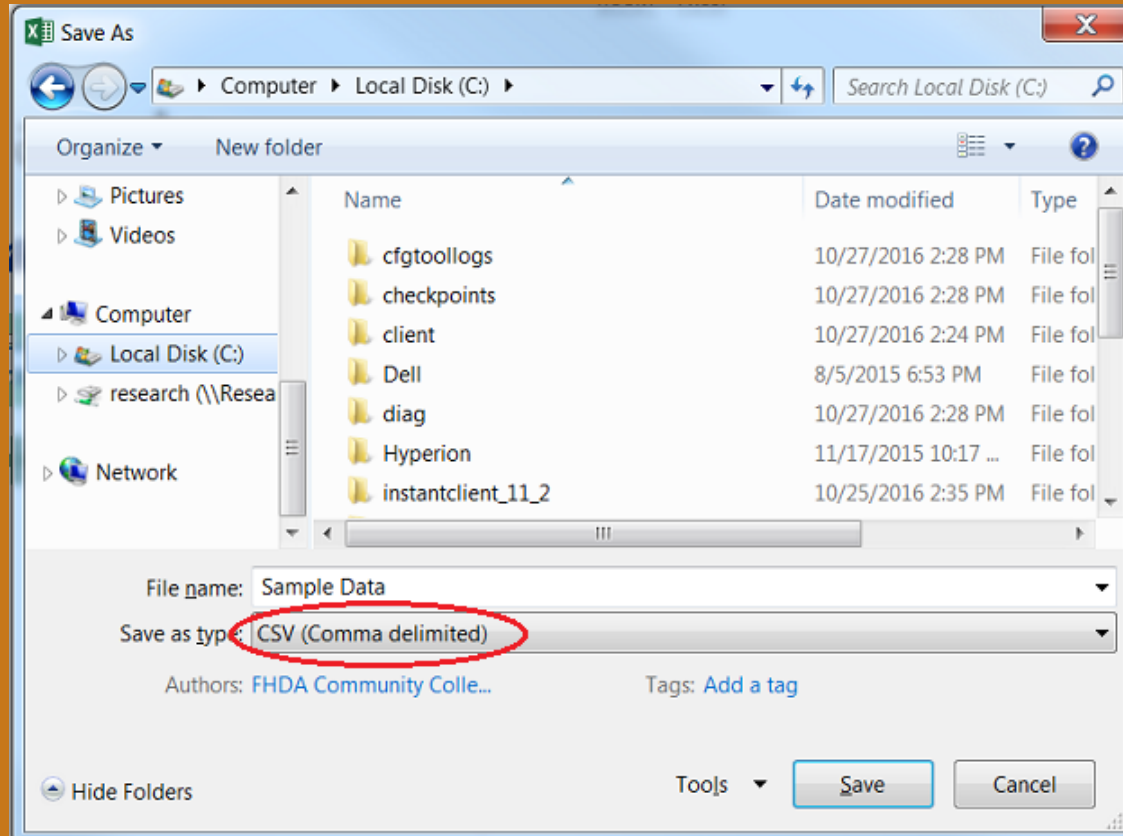
- Browser tabs: "MyPortal / Foothill-De Anz..." and "Profiles - Manage Cohorts".
- Address bar: "https://fhda.higheredprofiles.com/#!/manage-cohorts".
- Page header: "FOOTHILL-DE ANZA Community College District".
- Section title: "Cohort Management".
- Table header: "Name" and "Description".
- Section: "Upload New Cohorts".
- Form fields: "Cohort Name" (containing "Sample Cohort") and "Description" (containing "An example list of CWIDs for demonstration purposes.").
- Checkbox: "Share with the public" (unchecked).
- Text: "Specify file path (txt or csv files only)".
- File selection: "Browse..." button followed by "Sample Data.csv".
- Action button: "Upload" button (circled in red).

Four red arrows with numbers 1 through 4 point to the following elements:

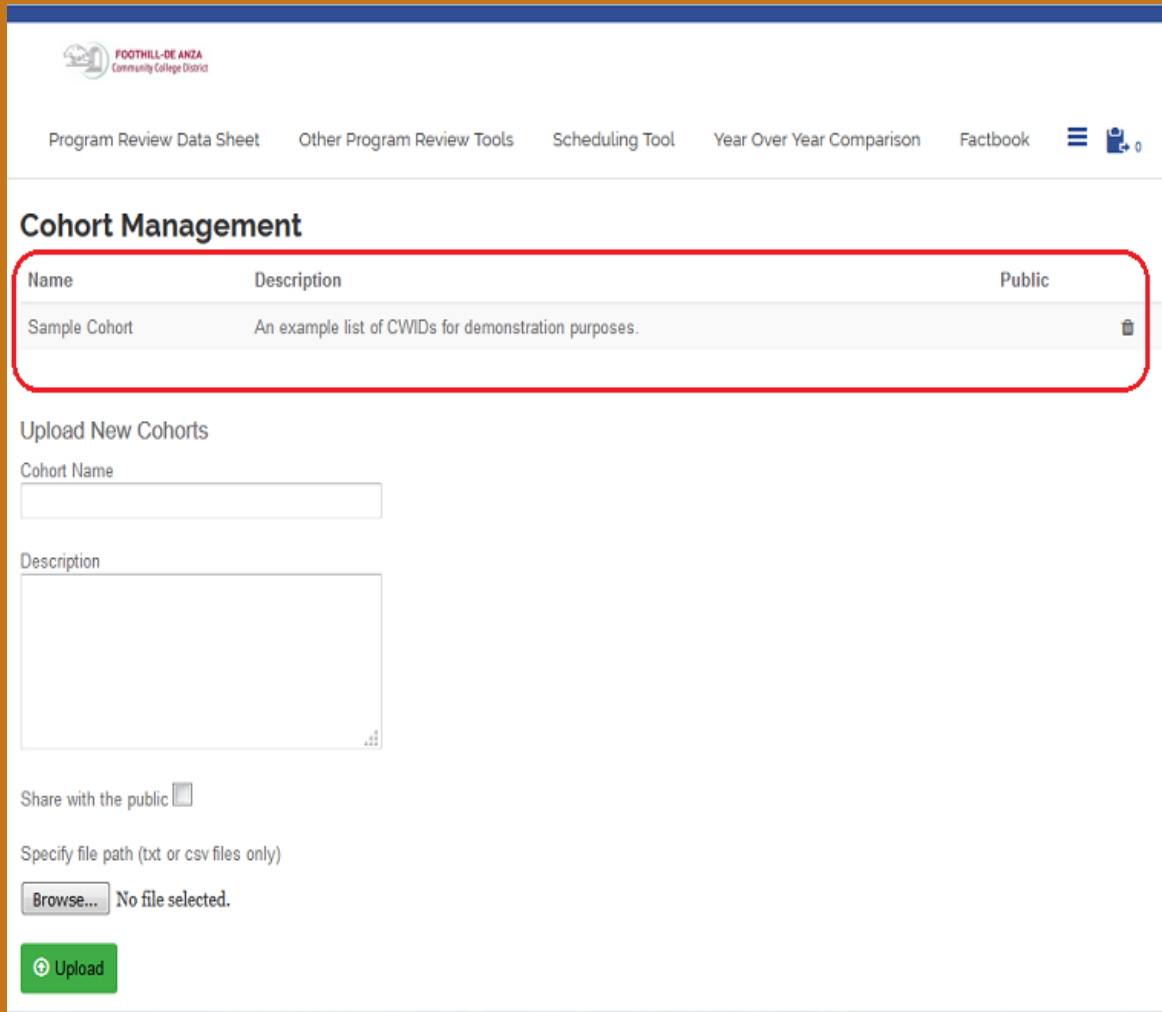
- 1: Points to the "Cohort Name" input field.
- 2: Points to the "Description" input field.
- 3: Points to the "Sample Data.csv" file name.
- 4: Points to the "Upload" button.




# Cohort Tracker Tool



# Cohort Tracker Tool



The screenshot shows the 'Cohort Management' section of the Foothill-De Anza Community College District's Cohort Tracker Tool. The interface includes a navigation menu with options like 'Program Review Data Sheet', 'Other Program Review Tools', 'Scheduling Tool', 'Year Over Year Comparison', and 'Factbook'. The main content area features a table with columns for 'Name', 'Description', and 'Public'. A table entry for 'Sample Cohort' is highlighted with a red border. Below the table is an 'Upload New Cohorts' form with fields for 'Cohort Name' and 'Description', a 'Share with the public' checkbox, and a file upload section with a 'Browse...' button and an 'Upload' button.

Name	Description	Public
Sample Cohort	An example list of CWIDs for demonstration purposes.	

Upload New Cohorts

Cohort Name

Description

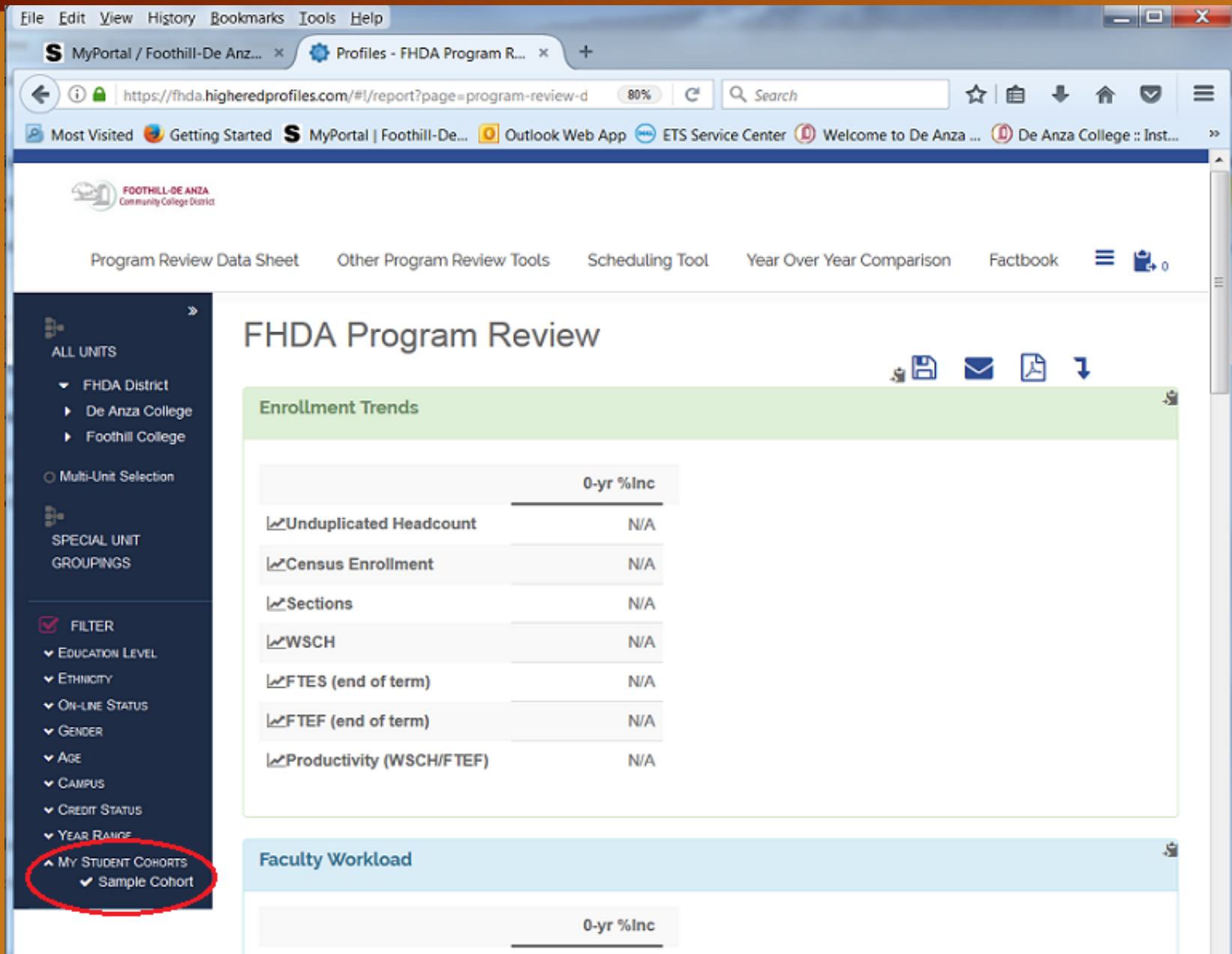
Share with the public

Specify file path (txt or csv files only)

No file selected.

Note: Click on the cohort after uploading to make sure that the students' IDs were found

# Cohort Tracker Tool



File Edit View History Bookmarks Tools Help

MyPortal / Foothill-De Anz... Profiles - FHDA Program R...

https://fhda.higheredprofiles.com/#/report?page=program-review-d 80%

Most Visited Getting Started MyPortal | Foothill-De... Outlook Web App ETS Service Center Welcome to De Anza ... De Anza College :: Inst...

FOOTHILL-DE ANZA Community College District

Program Review Data Sheet Other Program Review Tools Scheduling Tool Year Over Year Comparison Factbook

## FHDA Program Review

Enrollment Trends

	0-yr %Inc
Unduplicated Headcount	N/A
Census Enrollment	N/A
Sections	N/A
WSCH	N/A
FTEF (end of term)	N/A
FTEF (end of term)	N/A
Productivity (WSCH/FTEF)	N/A

Faculty Workload

	0-yr %Inc
--	-----------

ALL UNITS

- FHDA District
  - De Anza College
  - Foothill College
- Multi-Unit Selection

SPECIAL UNIT GROUPINGS

FILTER

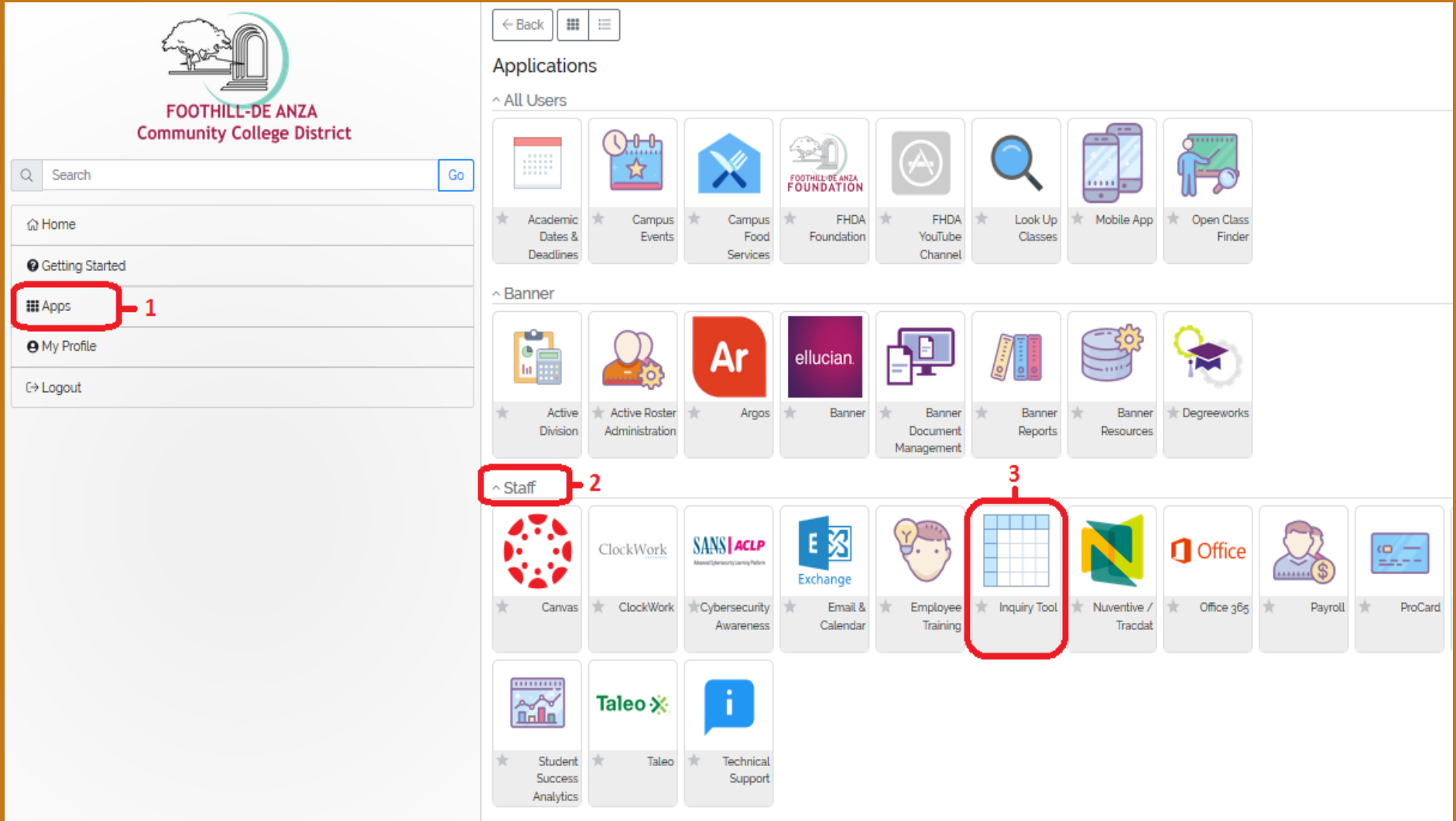
- EDUCATION LEVEL
- ETHNICITY
- ON-LINE STATUS
- GENDER
- AGE
- CAMPUS
- CREDIT STATUS
- YEAR RANGE
- MY STUDENT COHORTS
  - Sample Cohort

# The Inquiry Tool

## Features of the Inquiry tool:

- The ability to drill down to course section
- Selecting course characteristics (basic skills, vocational, etc.)
- Enrollment status (part-time/full-time)
- Students' educational goal

# The Inquiry Tool



The screenshot shows the user interface of the Foothill-De Anza Community College District. On the left is a navigation sidebar with a search bar and menu items: Home, Getting Started, **Apps** (highlighted with a red box and labeled '1'), My Profile, and Logout. The main content area is titled 'Applications' and is organized into three sections: 'All Users', 'Banner', and 'Staff'. The 'Staff' section is highlighted with a red box and labeled '2'. Within the 'Staff' section, the 'Inquiry Tool' application is highlighted with a red box and labeled '3'. Other applications visible include Academic Dates & Deadlines, Campus Events, Campus Food Services, FHDA Foundation, FHDA YouTube Channel, Look Up Classes, Mobile App, Open Class Finder, Active Division, Active Roster Administration, Argos, Banner, Banner Document Management, Banner Reports, Banner Resources, Degreeworks, Canvas, ClockWork, Cybersecurity Awareness, Email & Calendar, Employee Training, Nuventive / Tracdat, Office 365, Payroll, ProCard, Student Success Analytics, Taleo, and Technical Support.

# The Inquiry Tool

Course-level, course characteristic, and student characteristic filters

Inquiry Tool 1.0.0
Help Logout

## Inquiry Tool Hello, Ola

**1 Select College**

**5 Select Department**

**2 Select Academic Year\***

**6 Select Course**

**3 Select Term**

**7 Select Section**

**4 Select Division**

Term Level Report

Clear All

**Select Instructional Method**

**Select Special Population**

**Select Course Characteristics**

Basic Skills

Transfer

Degree Applicable

Vocational

**Select Student Characteristics**

View Report

Data Definition
Export to CSV

Term	Enrollment Count	Success Count	Non Success Count	Withdrawal Count	Retention Count	Success Rate	Non Success Rate	Withdrawal Rate	Retention Rate
<input type="text" value="Enter text"/>									
There is no data to display.									

# The Inquiry Tool

Inquiry Tool 1.0.0

## Inquiry Tool

**Select College**  
De Anza ▼

**Select Academic Year\***  
2017-2018 ▼

**Select Term**  
ALL ▼

**Select Division**  
ALL ▼

**Select Department**  
ALL ▼

**Select Course**  
ALL ▼

**Select Section**  
ALL ▼

Term Level Report

[Clear All](#)

**Select Instructional Method**  
ALL ▼

**Select Course Characteristics**

Basic Skills

Transfer

Degree Applicable

Vocational

Your Selections: De Anza 2017-2018

[Data Definition](#) [Export to CSV](#)

Term	Student Characteristic	Enrollment Count	Success Count	Non Success Count	Withdrawal Count	Retention Count	Success Rate	Non Suc
2017 Summer De Anza	Full Time	3,015	2,452	291	272	2,743	81.3%	
2017 Summer De Anza	Part Time	14,551	12,063	1,238	1,250	13,301	82.9%	
2017 Summer De Anza	Total	17,566	14,515	1,529	1,522	16,044	82.6%	
2017 Fall De Anza	Full Time	34,808	26,923	4,630	3,255	31,553	77.3%	1
2017 Fall De Anza	Part Time	17,629	12,355	2,799	2,475	15,154	70.1%	1
2017 Fall De Anza	Total	52,437	39,278	7,429	5,730	46,707	74.9%	1
2018 Winter De Anza	Full Time	31,790	25,366	3,667	2,757	29,033	79.8%	1

# The Inquiry Tool

## Data definitions and export

Select Term: ALL | Select Section: ALL |  Transfer |  Degree Applicable |  Vocational | View Report

Select Division: Definitions

Your Selections: **Data Definition**

**Enrollment Count** = Number of students on record for a course at the end of the term with one of the following grades: A, B, C, D, F, P, NP, I, W  
**Success Count** = Number of students who earned one of the following grades: A, B, C, P  
**Non-Success Count** = Number of students who earned one of the following grades: D, F, NP, I  
**Withdrawal Count** = Number of students who earned a grade of W  
**Retention Count** = Number of students who earned a grade other than W  
**Success Rate** = Success Count / Enrollment Count  
**Non-Success Rate** = Non-Success Count / Enrollment Count  
**Retention Rate** = Retention Count / Enrollment Count  
**Withdrawal Rate** = Withdrawal Count / Enrollment Count

Term	Enrollment Count	Success Count	Non-Success Count	Withdrawal Count	Retention Count	Success Rate	Non-Success Rate	Retention Rate	Withdrawal Rate
2017 Summer De Anza	17,566	14,515	1,529	1,522	16,044	82.6%	8.7%	9.7%	8.6%

Your Selections: De Anza | 2017-2018

**Data Definition** | **Export to CSV**

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# Questions/Comments

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Ext. 5707